

SOUTHERN CALIFORNIA



**ASSOCIATION of
GOVERNMENTS**

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Officers

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Gary Ovitt, San Bernardino County

First Vice President

Richard Dixon, Lake Forest

Second Vice President

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Yvonne B. Burke, Los Angeles

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Ronald O. Loveridge, Riverside

Community, Economic and

Human Development

Jon Edney, El Centro

Energy and Environment

Debbie Cook, Huntington Beach

Transportation and

Communications

Alan D. Wapner, Ontario

MEETING OF THE

ADMINISTRATION COMMITTEE

PLEASE NOTE CHANGE IN TIME

Thursday, February 7, 2008

9:00 a.m. – 10:00 a.m.

SCAG Offices

818 West 7th Street, 12th Floor

Conference Room San Bernardino

Los Angeles, CA 90017

213.236.1800

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Carmen Summers at 213.236.1984 or summers@scag.ca.gov

Agendas and Minutes for the Administration Committee are also available at:

www.scag.ca.gov/committees/ac.htm

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. If you require such assistance, please contact SCAG at (213) 236-1868 at least 72 hours in advance of the meeting to enable SCAG to make reasonable arrangements. To request documents related to this document in an alternative format, please contact (213) 236-1868.

Administration Committee Membership

*Loveridge, Ronald, **Chair***
*Edney, Jon, **Vice Chair***

Riverside
El Centro

Riverside County
CEHD

Member	Representing	Affiliation
Aldinger, Jim	Manhattan Beach	SBCCOG
Baldwin, Harry	San Gabriel	2 nd Vice President
Burke, Yvonne	Los Angeles	Past President
Clark, Margaret	Rosemead	EEC
Cook, Debbie	Huntington Beach	EEC
Dixon, Richard	Lake Forest	1 st Vice President
Lowenthal, Bonnie	Long Beach	TCC
Masiel, Andrew	Pechanga Band of Luiseno Mission Indians	Appointed
McCallon, Larry	Highland	CEHD
Nowatka, Paul	Torrance	Appointed
O'Connor, Pam	Santa Monica	Appointed
Ovitt, Gary	San Bernardino	President
Parks, Bernard	Los Angeles	Appointed
Pettis, Greg	Cathedral City	CVAG
Roberts, Ron	Temecula	WRCOG
Ten, Mike	South Pasadena	TCC
Wapner, Alan	Ontario	SANBAG
Washburn, Dennis	Calabasas	EEC
Young, Toni	Port Hueneme	VCOG

Last Update 01/22/08

ADMINISTRATION COMMITTEE

AGENDA

FEBRUARY 7, 2008

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TIME PG#

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE

(Hon. Ron Loveridge, Chair)

2.0 PUBLIC COMMENT PERIOD – Members of the public desiring to speak on items on the agenda, or items not on the agenda, but within the purview of the Council, must fill out and present a speaker's card to the Assistant prior to speaking. A speaker's card must be turned in before the meeting is called to order. Comments will be limited to three minutes. The chair may limit the total time for all comments to twenty minutes.

3.0 REVIEW and PRIORITIZE AGENDA ITEMS

4.0 CONSENT CALENDAR

4.1 Approval Items

4.1.1 Minutes of January 3, 2008 Meeting Attachment 01

4.1.2 Charter of the Personnel Subcommittee Attachment 10

4.1.3 Approval of Amendments to the SCAG Conflict of Interest Code Attachment 12

4.2 Receive & File

4.2.1 Contracts/Purchase Orders and MOUs between \$5,000 - \$250,000 Attachment 19

“Any item listed on the agenda (action or information) may be acted upon at the discretion of the Committee”



ADMINISTRATION COMMITTEE

AGENDA

FEBRUARY 7, 2008

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TIME PG#

5.0 ACTION ITEMS

- | | | | | |
|-----|--|------------|--------|----|
| 5.1 | <u>Fulbright & Jaworski Contract</u>
<i>(Joe Burton, Chief Counsel)</i> | Attachment | 5 min. | 23 |
|-----|--|------------|--------|----|

Recommended Action:

Authorize amendment to Fulbright & Jaworski contract to increase contract amount by \$150,000 for Fiscal Year 07-08.

- | | | | | |
|-----|--|------------|--------|----|
| 5.2 | <u>Centers for Disease Control (CDC) and the Agency for Toxic Substances and Disease Registry (ATSDR) Public Health Conference Grant Support Application</u>
<i>(Sheryll Del Rosario, SCAG)</i> | Attachment | 5 min. | 24 |
|-----|--|------------|--------|----|

Recommended Action:

Authorize SCAG to apply for, and if awarded accept up to \$100,000 in grant funds awarded by the CDC and ATSDR for funding support in public health conferences.

6.0 AUDIT SUBCOMMITTEE REPORT *(Hon. Paul Nowatka, Chair)*

7.0 PERSONNEL SUBCOMMITTEE REPORT *(Hon. Richard Dixon, Chair)*

8.0 DISTRICT EVALUATIONS SUBCOMMITTEE REPORT *(Hon. Larry McCallon, Chair)*

9.0 INVESTMENT SUBCOMMITTEE REPORT *(Hon. Ronald Loveridge, Chair)*

10.0 CONTRACTS SUBCOMMITTEE REPORT *(Leyton Morgan, Contracts Manager)*



ADMINISTRATION COMMITTEE

AGENDA

FEBRUARY 7, 2008

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			TIME	PG#
11.0	<u>INFORMATION ITEMS</u>			
11.1	<u>CFO Monthly Financial Report</u> (Wayne Moore, CFO)	Attachment	5 min	26
11.2	<u>FY 08-09 Budget Update</u> (Wayne Moore, CFO)		30 min.	
12.0	<u>STAFF REPORT</u> (Wayne Moore, CFO)			
13.0	<u>FUTURE AGENDA ITEMS</u>			
	Any Committee member or staff desiring to place items on a future agenda may make such request.			
14.0	<u>ANNOUNCEMENTS</u>			
15.0	<u>ADJOURNMENT</u>			
	The next meeting of the Administration Committee will be held on Thursday, March 6, 2008 at the SCAG offices in downtown Los Angeles.			